**Regular Monthly Meeting, Colton Town Board, June 12, 2019**

**County of St. Lawrence, State of New York, 94 Main Street, Colton, 13625**

Present: George Cayey, Supervisor Councilpersons: Grace Hawley

 Donna Arquiett Town Clerk Katheryn ayes

 Kevin Hawley, Hwy. Supt. Ronald Robert

 Darren Richards, DPW Supt. Lisa Fisher-Davis

Others Present: Tina Miller, Rick Perkins, Penny Cayey, Lin Snyder, Sandy Snyder, Mary Jane Watson,

 Ruth McWilliams, Joe McWilliams, Cynthia Dusharm and Lorraine Gowing.

Supervisor Cayey called the regular monthly meeting to order with the Pledge of Allegiance at 6:00 PM.

County Legislator Rick Perkins requested to report early since he had another meeting to attend.

**COUNTY LEGISLATOR’S REPORT** Mr. Perkins reported:

The Legislators addressed 33 resolutions. One proclaiming June Dairy Month, and 2 for grants. They made two modifications to the budget, filled 14 vacant positions and signed 10 Agreements/Contracts. The Legislator’s transferred an easement to the Town of Clifton for the construction, installation and future repair of main line water services to the former J & L site. They extended appreciation to the Governor and the Department of Corrections for preserving the Correction Facilities in St. Lawrence County. We also appointed James McGahn as Public Defender.

Mr. Linden Snyder addressed the Board early, requesting the Board to authorize and sign the annual fireworks during Country Days.

Motion # 1

**AUTHORIZE FIREWORKS DISPLAY**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to authorize the annual Fireworks Display during Country Days on July 20, 2019.

Ayes 4 Hawley, Fisher-Davis, Robert, Cayey

Noes 0

Motion carried

Motion # 2

**ACCEPT MINUTES**

Motion made by Mr. Robert, seconded by Mrs. Hawley to accept the minutes of the May 8, 2019 regular monthly meeting.

Ayes 4 Hawley, Fisher-Davis, Robert, Cayey

Noes 0

Motion carried.

Motion # 3

**APPROVE WARRANT # 6, BANK STATEMENT AND RECONCILIATION**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to approve the bills on Warrant # 6, as listed below, the bank statement & reconciliation.

Ayes 4 Hawley, Fisher-Davis, Robert, Cayey

Noes 0

Motion carried.

General Fund $ 30,905.82

Highway Fund $ 15,647.91

Library Fund $ 1,401.40

Colton Light District $ 725.73

South Colton Light District $ 683.07

Sewer District #1 $ 3,944.60

Water District #1 $ 1,881.16

**ASSESSOR’S REPORT** Mr. Cayey gave Ms. Miller’s report.

* The grievance period is now over with the exception of Small Claims hearings.
* The STAR Exemption and STAR Credit Program is in the process of being updated. If you have either STAR Credit or STAR Exemption and receive a letter from NYS Department of Taxation and Finance, you must reply directly to them. I am not allowed to accept any documentation related to these notifications. If you have questions I can try to assist but the State is strongly urging that we do not answer questions but direct the property owner to call the number supplied in the correspondence.
* The final assessment roll will not be available until after July 1.
* NYS Dept. of Taxation and Finance has begun to perform state appraisals on Type C lands. This would include vacant, farm and forest lands. We have no formal farmlands in the Town of Colton so therefore this leaves the vacant properties and forest. They will perform their appraisals and develop a report which lays out how our appraisals compare to state appraisals.

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**BTI REPORT** Mr. Cayey read Ms. Malik’s report:

* On June 6, 2019 I treated the River for the second time. We didn't find many larvae but after assessing it on the 7th it looks like it was a successful treatment.
* All the other streams are on the 3rd or 4th round of treatments.
* All the rain we've been having has created a lot of potential mosquito habitat. I can't emphasis enough the importance of everyone maintaining their own back yards by getting rid of standing water.

 **INVASIVE SPECIES**

* AQUATIC INVASIVE SPECIES WORKSHOP July 2, 10:30 am-2:30pm (time approximate, needs to be confirmed) at Colton -Pierrepont School cafeteria. Event hosts The St Lawrence Eastern Ontario Partnership for Regional Invasive Species Management (SLELO PRISM) & Adirondack Park Invasive Plant Program ( APIPP)

Workshop topics to include: Intro to the PRISM Network, Impacts of Aquatic Invasive Species, Basic aquatic plant and native look-alikes identification, control methods, volunteer opportunities, using Imap Invasive App.

Workshop is free and open to the public

* I will also be doing a workshop at Higley Flow State Park on Saturday July 13th 10am-12:00pm specifically on Variable leaf Milfoil.

**DPW REPORT** Mr. Richards reported:

*Building and Grounds* Highway Barn bid has been approved by the Board for Sands Brothers Roof Co., Inc. and the project close out is 8/26. The roof and siding project will start on July 1st. Window quote is submitted to the board for the highway barn and is part of the scope of the project. Windows will be drop shipped by two weeks. Design meeting on the Salt Storage Barn was conducted on 6/7 and the type of building is being finalized before design work begins. The Community Center handicap lift is in and operational, which means demolition begins on the old handicap ramp and siding at the end of this week, beginning of next. The 30 yard dumpster and lift for the project are now on site. Museum replacement windows are now installed and the condition of the museum siding has been brought into question as to replacement might be a better viable solution than painting. SHPO must be addressed to change siding from wood to vinyl.

*Transfer Station* Doing a preliminary assessment of the DEC grants for solid waste Facility grants, the good news is they are readily accepted and good ones to pursue. The bad news is they approve the funding timely, but you are then on a list to be paid which may take a couple years. It’s money in the bank and they do pay their commitments, but it’s a lengthy process

*Water and Sewer* All new air valves were swapped up at sewer plant the dissolved oxygen is more consistent with new controls and our blowers are running well due to better control. We are hauling sludge to Parishville for the last time this week. We will officially be out of a service contract by the end of this week. George Cayey is working with Casella for a short term fix on the solution. We had to order two new lift station pumps last week due to the fact one pump went down on Gulf Rd., and the spare pump was at Lawton’s with recent news it was completely shot and needed to be replaced. So currently we do not have a back-up for our system. The pumps that we need to be replaced are over 15 years old and have outlived their lifespan by several years. The cost of these two pumps cost approximately $14,000.00. The Town supervisor deemed this an emergency purchase since these are critical components to our waste water collection system. DANC has improved their GPS/GIS mapping portal to involve and interactive component. This can help identify infrastructure quickly without paper maps and measurements. The equipment is approximately $2,500.00 for the Tremble R1 unit to GPS boost within three feet of the services being sought after. Our crew still finds it to be too pricey to purchase at this time. We are still in the assessment mode on options.

Mr. Cayey said he would check with SHPO regarding vinyl siding.

**7:15 Ms. Katheryn Hayes** joined the meeting.

**SAFETY REPORT** Mr. Richards reported:

I have completed the Basic and Advanced Safety Coordinator’s Training Classes, and have brought back some ideas to enhance our safety program for our Town. MSHA site specific training was done for four members of the highway crew so Kevin can open the pit for processing. Enclosed is the permit submittal for DOT on the crosswalk for South Colton. We are on round three of revisions and are close to getting a bid from Dow Electric which will be the DOT Curb install contractor who will already be permitted to work on State Highway 56 in South Colton this summer. Dow Electric have installed several of these crosswalks in other towns and are qualified.

Motion # 4

**AUTHORIZE DOW ELECTRIC TO INSTALL CURBING**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to authorize Dow Electric to install the curbing in South Colton on the corner of SH 56 and Windmill Rd.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

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**CODE ENFORCEMENT REPORT** Mr. Richards reported:

41 permits this year so far. One new subdivision (Conservation Easement by Cranberry Lake) coming down the pike, and one new conditional use permit. One property maintenance consent order has been issued due to a complaint.

Mr. Richards added the Bti truck was delivered. Mr. Cayey said the funds are available to pay for the truck without financing it and asked the Board to do so.

Motion # 5

**PAY OUTRIGHT FOR BTI TRUCK**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to pay outright for the BTI truck instead of financing it, $28,734.83 under state contract.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

**HIGHWAY REPORT** Mr. Hawley reported:

Street cleaning is finished, the Leary Road is left to grade and we plan on paving Backwoods Road next week.

I have the Item 1 Agreement ready for you to sign. The 2012 plow truck needs major repair costing about $6,000 and I would like permission to have it done. Mr. Cayey mentioned to Mr. Hawley the hole on Snell Road in front of Tim Whites residence.

Mr. Hawley stated Ed Dunning is retiring after 36 years, his last day was May 30. He said he would like to see something done, Ed’s a great machine operator and worker with a great attitude!

Motion # 6

**SIGN ITEM 1 AGREEMENT**

Motion made by Mr. Robert, seconded by Mrs. Hawley to sign the Item 1 Agreement.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

Motion # 7

**AUTHORIZE 2012 PLOW TRUCK REPAIR**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to authorize Highway Supt. Hawley to have the 2012 plow truck repaired at an estimated $6,000.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

**TOURISM/BEAUTIFICATION REPORT** Mrs. McWilliams reported:

**Spring Clean-Up and Summer Work Ahead** Through the efforts of a few but mighty volunteers we got a jump on the spring clean-up of town parks and other landscaped areas before Memorial Day. And in one afternoon student helpers picked up eleven bags of trash at the town’s Transfer Station, along nearby roads, and in parking areas. Then a crew from Adirondack Growers took on heavier and larger jobs including the removal and replacement of some dead and dying shrubs in parks. Under the town’s Property Maintenance Agreement with Adirondack Growers additional work will be done by Colton Country Days, including the removal of overgrown roses and poison ivy at Memorial Park. Further work around the Museum will need to be coordinated with other improvements underway including the replacement of windows.

**Summer Schedule of Activities including Colton Country Days** The committee will be finalizing the summer schedule of activities by this Friday in anticipation of publicity beginning next week.

* The kick-off event will be a music performance and ice cream social in the Colton-Pierrepont Central School (CPCS) Cafeteria on Wednesday, June 26 from 6-8pm. Music will be provided by Northbound and the ice cream social by St. Patrick’s – St. Paul’s Altar Rosary Society.
* Staffing of the Stone Valley Information Center in the Museum will begin July 1st with the Museum open on Monday, Wednesday, Friday, and Saturday through Labor Day from 10am to 2pm.
* The week-long Colton Country Days celebration from July 14-21 will be kicked off by a Barn Quilt Party at Swift Field. Daily events during the week will include three performances by Grasse River Players of George M. Cohan’s melodrama *The Tavern* and his music in the newly renovated CPCS Auditorium.
* Traditional Colton Country Day activities on Saturday, July 20 will be concentrated on Main Street this year. In addition to games, sales, and food the annual event will feature a performance by The Blue Mystics from 11am to 2pm in conjunction with the 50th Anniversary Reunion of CPCS alumni. Crafters and other vendors wishing to participate should contact Cyndy Hennessy (315-262-2524) or Linda Dunning (315-212-7228).

The overall schedules will be posted on the town’s website very soon and updates will be posted on the Town of Colton page on Facebook.

**Next Meeting** During the committee’s next monthly meeting on July 8 we will focus on Colton Country Days and other upcoming events.

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Mr. Cayey said he has planned for The Blue Mystics to play in the Episcopal Church parking lot 11:00 to 2:00 on Saturday July 20. Parking will be clearly marked at the MSB lot, School parking lot and at The Well. Patrons will be bussed from the parking lots to Main Street via NYSARC Bus and Golf Carts.

**LIBRARY REPORT** Cynthia Dusharm, Library Trustee reported:

They are working on a survey for the public that can be filled out via online or paper to be turned in by the end of August. There is no Trustee meeting in July or August. Friends of the Library built 2 little libraries and asked to put one at Swift Field. Darren said he would help pick a spot and put it up.

Motion # 8

**PUT LITTLE LIBRARY AT SWIFT FIELD**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to install 2 “little libraries” at Swift Field, where DPW Supt. feels is best.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

**CLERK’S REPORT** Ms. Arquiett reported:

I have been out of town for the last 4 days attending a tax collection conference. After checking when I returned, we collected all but approximately $130,000 of over $5,000,000.

**UNFINISHED BUSINESS**

1. NYCLASS investment has made $6,336.86 interest for the month of May.
2. Highway Garage Roof work starts June 12,2019.
3. Still waiting on State final approval for Library Grant.
4. $50,000 grant funds for new furnace at “old” Fire Station, waiting.
5. Invasive Species $90,000 grant applied for through DEC, was not awarded to Colton.
6. Wheelchair lift at J. R. Watson Community Center is installed.

**NEW BUSINESS**

1. Sexual Harassment Video – ALL employees, volunteers, summer help, etc. have to watch it by Oct. 19.
2. Fireworks – approved.
3. Bti truck – pay out right approved.
4. Easement for crosswalk completed between Edward and Brenda Boyce and Town of Colton.
5. Linda Pratt applied letter of interest for the Board of Assessment Review – appoint?
6. Item 1 – approved.
7. Water level gauge will be put in the water off of Big Rock Lane (near where Larry Patzwald lived)
8. Advertise for Assessor.

Motion # 9

**APPOINT MRS. PRATT TO B.A.R.**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to appoint Linda Pratt to the vacant seat on the Board of Assessment Review, term expires September 30, 2020.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

Motion # 10

**ADVERTISE FOR ASSESSOR**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to authorize the Town Clerk to advertise for an Assessor. Required to NYS Certified Assessor.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

Mr. McWilliams asked if the highway position is going to be filled – yes. Will it be advertised? Yes.

Mr. Cayey explained it does not have to be advertised because the position is filled solely by the Highway Superintendent .

Motion # 11

**AUTHORIZE MR. ROBERT OR MR. CAYEY TO SIGN CHANGE ORDERS**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to authorize Ronald Robert or George Cayey to sign Change Orders if necessary for the Highway Garage contract.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

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Ms. Arquiett remembered Randa Mitchell, co-owner of Raquette River Pub is unable to make the meeting and wants permission like in the past for a block dance and road closure. Mr. Cayey confirmed the road is going to be closed anyway.

Motion # 12

**AUTHORIZE BLOCK DANCE & ROAD CLOSURE**

Motion made by Mrs. Fisher-Davis, seconded by Ms. Hayes to authorize the owners of the Raquette River Pub to hold an outdoor event the afternoon of July 20 and close the section of road in front of the Pub until 8:30 p.m.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

Mr. Cayey asked for Executive Session and to close the regular meeting.

Motion # 13

**CLOSE REGULAR MEETING AND MOVE TO EXECUTIVE SESSION**

Motion made by Mr. Robert, seconded by Ms. Hayes to close the regular meeting and move to Executive Session for a personnel complaint.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried, 7:05 p.m.

Motion # 14

**CLOSE EXECUTIVE SESSION AND RETURN TO REGULAR MEETING**

Motion made by Mr. Robert, seconded by Ms. Hayes to close Executive Session and return to the regular meeting.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried, 8:15 p.m.

Motion # 15

**MAKE JOB DESRIPTION WITH TIMES AND TASKS FOR EACH BUILDING**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to make a job descriptions for each town building including times and tasks expected in each building.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried

Motion # 16

**ADJOURNMENT**

Motion made by Mr. Cayey, seconded by Mrs. Fisher-Davis to adjourn.

Ayes 5 Hawley, Fisher-Davis, Robert, Hayes, Cayey

Noes 0

Motion carried, 8:20 p.m.

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 Donna Arquiett, Town Clerk

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